

Purchasing Update

Division of Purchasing
Volume 6, Issue 7

Boise, Idaho
September 18, 2008



None are so old as those who have
outlived enthusiasm. *Henry Thoreau*



BUY IDAHO ANNUAL LUNCHEON/CELEBRATION

Remember to mark your calendars to attend the Buy Idaho Members Show to be held at the Boise Centre on the Grove, Wednesday, October 8, 2008. For more information you can visit their website;
www.buyidaho.org



Introduction to Public Purchasing

TRAINING WORKSHOP'S

The Division of Purchasing will be offering the basic purchasing classes;
"Introduction to Public Purchasing" in CDA on **September 25, 2008**. There is room for additional registrations at this time. Please register no later than Monday Sept. 22nd. Please give me a call at 208-332-1612 or e mail for more information. Pearl.smith@adm.idaho.gov

"Introduction to Public Purchasing" is also being scheduled for the Boise area again on **October 1, 2008**. Please register as soon as possible if you are interested in this class.

Visit our website for additional information and training dates. Other classes being offered are; Writing Effective Specifications and Developing a Request for Proposal, (RFP). A schedule for the RFP classes will be posted soon.

The Introduction to Idaho Public Purchasing seminar will present an overview of public purchasing basics designed for the new state employee in procurement or anyone in procurement. It contains information on competitive bidding, purchasing limits, delegated authority, contracts, and purchasing ethics. The target audience is new state employees, or employees charged with purchasing for their agency, regardless of their job title, and/or persons who supervise purchasing activities.

There is no cost to attend these seminars. Please call our office at (208)-327-7465 if you need additional information and be sure to get registered early (class size is limited) online under the State Buyer Training link at: www.adm.idaho.gov/purchasing

PURCHASING WORKSHOP

The next Purchasing workshop is being tentatively planned for the Eastern Idaho area. It will be held in Idaho Falls November 6, 2008 from 1:00 – 4:00 pm at the Eastern Idaho Technical College (EITC). Please let us know if you have a particular subject you would like addressed, a vendor or visitor you would like to invite. We are always open to suggestions and ideas.

DEQ RECEIVES INTERNATIONAL AWARD FROM NIGP

The State of Idaho Department of Environmental Quality was awarded the 2008 Best Practice Award for Performance Improvement from the National Institute of Governmental Purchasing. The award was presented July 30th, 2008 to Bob Perkins and Ken Grimmatt at the NIGP 63rd Annual Forum and Product Expo in Charlotte, North Carolina. The award was given for the Departments Employee Purchasing Certification Program.

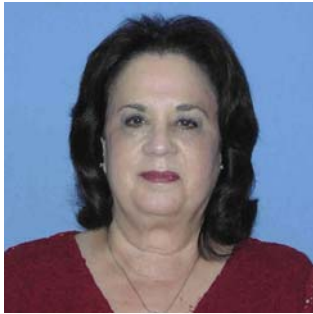


Pictured L to R Marcia Todd, Toni Hardesty, Bob Perkins, and Ken Grimmatt



PEOPLE ON THE MOVE

Welcome and Congratulations to Diane Robinson. The Division of Purchasing (DOP) is pleased to announce the addition of Diane as our new Purchasing Officer. Diane has replaced Sarah Hilderbrand who accepted a position out of state. Diane will also be taking over most of the commodities that were assigned to Sarah. Diane was briefly with Lands prior to DOP.



Diane has 27 years in the Purchasing Profession. She was previously with Preco Electronics in Boise. She started out in Sales and moved into a Buyer position. In 1998 she was promoted to the Purchasing Manager not only for the Boise location but also Preco in Morton, IL. Diane was responsible for all procurement of the \$60 million dollar electronics manufacturing facility, plus three buyers and a receptionist.

Preco took their manufacturing off-shore in 2004 and she was also responsible for Logistics, with respect to shipments coming in and out of China and Taiwan, being delivered to Chicago. Chicago was the location for their warehouse and a 3PL (third party logistics) company which shipped all products to their customers. She is certified with NAPM as a Certified Purchasing Manager and has also

completed ISO9000 Management Training.

Diane has three children and five grandsons. Her other pride and joy is a small "Yorkie" named Sassy.



A very warm welcome to Tony Pirc, the new Purchasing Agent for the Department of Lands (IDL).

Tony Pirc, (formerly of IDL, transferring back from Building Safety) will be returning to the Department of Lands as the new Purchasing Agent. Many of you know Tony from his time in the Lands, Minerals and Range Bureau, and from his work in Fire as a Cache Demob Specialist. Before Tony went to IDL, he worked in several state and local government agencies, including the Orange County Fire Authority, Ada County Sheriff, and the Idaho Department of Health and Welfare. He has served in many capacities, including Dispatcher, Technical Records Specialist, Office Supervisor, Fire Material Technician, and a Service Center Supervisor. During the past 17 years, he [has](#) gained experience in both contracts and commodity purchasing, enterprise level fixed asset systems, and supervising a large number of personnel.

Tony is married to Jodi (14 years) and they have boy/girl twins, Hannah and Caleb. He claims too many animals to mention! Tony is also the coordinator for the State Employees Softball Tournament. Tony says he really enjoys working for the State and is looking forward to his new position back at the Department of Lands.

Sincere apologies if I have missed someone. Please keep me informed of promotions, moves and changes so that we can share this information with others. It is always helpful to know who the contacts are within the agencies.



Per your request(s) and with the addition of Diane, a schedule of the Telecommuters and the Compressed Work Schedule for the Purchasing Officers at the Division of Purchasing are as follows;

Telecommute Schedule for Greg, Tony & Mary

Wednesday and Thursday – telecommute; Monday, Tuesday and Fridays in office

Gregory Lindstrom
Anthony Opalka
Mary Jepsen

Compressed Work Schedule (4-10 hour shifts) for Pearl, Dick, Bonnie & Jason

Monday – Thursday:

Pearl Smith – 6am – 4:30 pm
Dick Vogel – 7 am – 6:00 pm
Bonnie Sletten – 7:30 am – 6:00 pm

Tuesday – Friday

Jason Urquhart – 7 am – 5:30 pm

Diane Robinson's office hours are **Monday – Friday from 7:30 am – 4:30 pm**



STATEWIDE CONTRACTS

We have received a few calls and emails regarding a representative(s) from Staples/Corporate Express contacting state agencies wanting to bring out catalogs for the statewide office supply contract.

Our current contract is with Office Max - SBPO 1188-04 which is located on our website at <http://www.adm.idaho.gov/purchasing/stwidecntrcs.html> . This is a **mandatory contract** for State Agencies. We have notified Staples/Corporate Express of this situation and have asked them to cease disseminating incorrect information.

Please notify and advise your end users that we do not have a contract of any type with Staples/Corporate Express for office supplies.

If you are being contacted by Staples/Corporate Express for these types of products, please contact me directly with the information. Forward any email correspondence you may receive regarding this subject to mark.little@adm.idaho.gov

For a complete listing and copies of the Statewide contracts, visit our website at:
www.adm.idaho.gov/purchasing

If you would like to participate or have input to offer as Statewide Contracts are re-bid, please e mail the Respective Purchasing Officer.

Purchasing Update is a newsletter for the **Department of Administration, Division of Purchasing** designed to provide purchasing information to state and public agency purchasing personnel. Anyone wishing to contribute information and ideas for future articles; has questions regarding state purchasing issues; the **Division of Purchasing** mission or activities, please contact Pearl Smith at (208)-332-1612 or pearl.smith@adm.idaho.gov